



**REGULAR MEETING OF THE CITY COUNCIL
TUESDAY JUNE 9, 2020
MINUTES**

CALL TO ORDER

A meeting of the City Council ("Council") of the Village of The Hills ("the Village") was held remotely by teleconference. Mayor Spencer called the meeting to order at 9:00 a.m. and the roll was called of the duly constituted officers and members of the Council to wit:

George Spencer, Mayor
Hilda Potsavich, Mayor Pro Tem
Robert Smith, Councilmember, Secretary

Jim Nelson, Councilmember, Treasurer
Rodney Thompson, Councilmember
Zac Carroll, Councilmember

and all said persons were present thus constituting a quorum.

Also present were Wendy Smith May and Linda Lunney, Village of The Hills and Tom Stiles, POA.

PUBLIC COMMENT

There were no comments.

APPROVAL OF MINUTES

Minutes of May 12, 2020 Regular Meeting

Mayor Pro Tem Potsavich moved approval of May 12, 2020 Regular meeting minutes; Treasurer Nelson seconded the motion which carried unanimously.

APPROVAL OF FINANCE/TREASURER'S REPORT

Finance/Treasurer's Report for May 2020

The Finance/Treasurer's Report was reviewed. The city is still on track for revenues to exceed expenditures in the fiscal year budget.

Mayor Pro Tem Potsavich moved approval of the Finance/Treasurer's Report for May 2020; Councilmember Carroll seconded the motion which carried unanimously.

REPORTS

1. Law Enforcement

The May Law Enforcement was reviewed showing 11 warnings: 4 residents, 4 visitors and 3 contractors.

2. POA Liaison

Mayor Pro Tem Potsavich reviewed her written report including:

- At the June meeting the Board will vote to have a vote to vote on the date for the Property owners to vote on the resolution to modify the Amended Master Declaration (to revoke mandatory membership clause)
- The traffic light at Lohmans Crossing and the Hills Gate is probably 2-3 years away
- Seal coating will begin in July.
- The Property Manager, Tammy Hargett has taken a job in another field and the Board will work with Grand Manors to find a replacement.

3. Park Liaison

Secretary Smith reported the following:

- HillsFest is targeted for October
- The Eagle Scout project, the free lending library, is on hold during the current crisis
- A Park workday is scheduled for June 27th and 9 am.
- The Commission is considering a Park re-opening celebration. Opening in July based on surrounding communities
- The Commission is working on the budget for FY 2020-2021 project and program recommendations to Council

4. City Manager's Report

Wendy Smith May reported on planned irrigation assessments in the Park and greenbelts. It is suggested that systems be assessed twice monthly. Sunscape will map the location of all the controllers and valves

5. Mayor's Report

The Mayor expressed his appreciation of having a strong City Manager and City Council at these trying times.

BUSINESS ITEMS

- 1. Discussion and possible action on Local Disaster Declarations, Travis County Orders and Proposed Interlocal Agreements, and the Governor's Executive Orders related to COVID 19.**

Councilmember Carroll moved approval to extend the Disaster Declaration per Travis County Orders; Mayor Pro Tem Potsavich seconded the motion which carried unanimously.

2. Presentation of and possible action on the Annual Financial Audit for FY 2018-2019

Robert Gattilia of Singleton Clark & Company, PC presented the audit report for Fiscal Year 2018-2019. No negative findings or issues were found. Councilmember Carroll inquired if there were any controls that need to be put into place. Mr. Gattilia stated that all controls were adequate.

The Mayor expressed the need to keep the fund balance high to compensate for the uncertainty of income due to COVID 19. It was suggested to have cash on hand to cover three to six months.

Councilmember Carroll moved to accept the Audit for FY 2018-2019 and deliverables; Mayor Pro Tem Potsavich seconded the motion which carried unanimously.

3. Consider and approve Singleton, Clark & Company, PC Audit Engagement Letter for FY 2019-2020

A multi-year engagement with the selected firm was anticipated when proposals for audit services were solicited last year.

Councilmember Carroll moved to approve the Singleton, Clark & Company, PC Engagement Letter for FY 2019-2020; Mayor Pro Tem Potsavich seconded the motion which carried unanimously.

4. Discussion and possible action on greenbelt policies

Mayor Pro Tem Potsavich, Greenbelt Committee Chair, recommended updates of the City's tree maintenance policy from 2009. Mayor Pro Tem Potsavich, City Manager and Arborist should approve of any tree removal. It was suggested that a copy of revised policy be distributed to residents backing up to greenbelts. Greenbelts need to be mapped out definitively.

Mayor Pro Tem Potsavich moved approval of greenbelt maintenance policy with the caveat of discretion of the City for the removal of trees; Treasurer Nelson seconded the motion which carried unanimously.

5. Update on Walking Trail Project VTH.002

Work is still in progress. Once the project is completed an inspection will be performed to ensure accessibility standards and aesthetically correct. Driveways will be built last and irrigation will be adjusted. Councilmember Smith and the POA President will meet regarding additional aesthetic features along the trail. Discussion with POA will continue about demarcation of roadway and trail.

6. Discussion and possible action on an Ordinance of the City Council of the Village of The Hills establishing the need to amend the 2019-2020 budget for municipal purposes; providing a severability clause; and providing for an effective date.

This Ordinance will allocate the beginning fund balance in the Capital Projects Fund for the benefit of the Walking Trail Project. Additionally, \$35,000 will be transferred from the General Fund balance for construction management services provided by the Engineering firm.

Councilmembers Carroll and Thompson suggested re-wording the ordinance attachment to clarify the amendment to show that the funds have been available but needed to be categorized.

Councilmember moved approval of the Ordinance to amend the 2019-2020 budget with reformatting the ordinance attachment; Mayor Pro Tem Potsavich seconded the motion which carried unanimously.

ANNOUNCEMENTS AND REQUESTS

- New business items to be included on the next agenda

There were no requests.

EXECUTIVE SESSION

The Council went into executive session at 11:09

The Mayor and City Council may adjourn into Executive Session at any time during the course of this meeting to discuss any matters listed on the agenda, as authorized by the Texas Government Code including, but not limited to, Sections §441.071 (Consultation with attorney), §551.072 (Deliberations about Real Property), §551.073 (Deliberations about Gifts and Donations), §551.074 (Personnel Matters), §551.076 (Deliberations about Security Devices), §551.087 (Economic Development), §418.183 (Deliberations about Homeland Security Issues), and as authorized by the Texas Tax Code including, but not limited to Section 321.3022 (Sales Tax Information).

- Law enforcement update

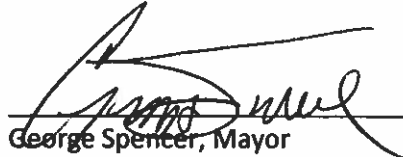
The City Council went into Executive Session at 11:09 a.m.

The City Council came out of Executive Session at 11:28 a.m.

ADJOURNMENT


There being no further business the meeting was adjourned at 11:29 a.m.

Signed this 14th day of July 2020.


George Spencer, Mayor

(Seal)




Linda Lunney, City Secretary